

Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (General)

FROM : Chief, Orientation and Briefing Division

SUBJECT: Report for Week 4-10 September 1952

DATE: 11 September 1952

1. Overseas Familiarization Tour

(a) Completed written report of overseas familiarization tour, and at the suggestion of the Deputy Director of Training (General) appended a precis of the report which might be used for DCI's purposes. There has been no distribution of this report outside of that given to the Director of Training and the Deputy Director of Training (General).

(b) At the request of [REDACTED], prepared and delivered an official oral report to area specialists regarding intelligence highlights of the overseas trip.

(c) Discussed with Robert Amory, Assistant Director, ORR, some material which refers to the Solid Fuels situation of the USSR. [REDACTED] who is in charge of the Solid Fuels Branch, is going to have [REDACTED] discuss this situation with me next week.

(d) Had a discussion with [REDACTED] Assistant Director and Deputy Assistant Director, OO, respectively, regarding my session with their [REDACTED] in [REDACTED]

2. Material for Indoctrination and Orientation

(a) After discussion with [REDACTED], received from and discussed with [REDACTED] the most current work-load figures on activities in OCD.

(b) Received from [REDACTED], Deputy Assistant Director, [REDACTED], the current picture of applicable work loads in divisions of the Office of Operations.

(c) Met with the Deputy Director of Training (General) to discuss the National Intelligence Cycle along the lines suggested by the Director of Training. Basic planning was achieved to lay the groundwork for the formulation of a National Intelligence Cycle discussion which would serve to unite and to dovetail the various aspects of intelligence treated in the Orientation Course.

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25 YEAR RE-REVIEW

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3. Presentations Program

(a) Talked to [] of Mr. Garrison's office, and also [] of the same office, regarding the type of presentation to be made by them on the 17th of September. Raised a question with the Deputy Director of Training (General) suggesting that Training make the presentation on 15 October. This decision should be arrived at without delay because of the pressure to issue the notice, within the next few days, covering the programs on the 1st and the 15th of October.

(b) Talked at length to [] regarding the types of subject matter which will be covered by Personnel in the biweekly presentations. [] was very sympathetic to the suggestions that we made regarding the topics to be covered and pleaded for our assistance in convincing the Personnel Office that the format should be in keeping with our suggestions. Would like to discuss this further.

(c) Talked to both Lawrence Houston, General Counsel, and Walter Pforzheimer, about their participation on the bi-weekly program. Mr. Houston has not yet decided as to whether it shall be one or two lectures.

4. Special Programs

(a) On Monday, 8 September, presented a talk in the DCI's Conference Room to Air Force Officers on the subject, "The National Intelligence Estimate."

(b) On Wednesday, 10 September, presented a VIP program to [] coming in as consultants to the Agency.

(c) Made a two-hour presentation to the Strategic Intelligence School on the mission, scope and responsibilities of our Agency in the total complex of intelligence.

5. Mission of the Orientation and Briefing Division

(a) A detailed statement of the mission and functions of the Orientation and Briefing Division was submitted to the Deputy Director of Training (General).

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6. Career Service Suggestion

(a) At the staff meeting last week, it was suggested that perhaps a special short presentation regarding Career Service might be woven into our regular Indoctrination. This was discussed with [redacted] who felt that this would not be a healthy approach since the Career Service concept must not stand apart as a "sore thumb" but must be integrated fully into every part of our activities. Hence, he asked that I use the impact of the moment for the proper kind of "plug" for the Career concept.

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7. Indoctrination Program

(a) On Monday, 8 September, presented the regular Weekly Indoctrination to [redacted] newcomers, and on Tuesday, 9 September, put on another Indoctrination (make-up program) for [redacted] newcomers.

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Chief, Orientation and Briefing Division

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